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To enrich lives through effective and caring service.

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December 6, 2006

To: Each Supervisor
From: Dave Lambertson *Tom Tindall*
Director
Subject: **AMENDMENT OF INFORMATION TECHNOLOGY SUPPORT
SERVICES MASTER AGREEMENT (ITSSMA) WORK ORDER
N7E-0060**

This is to notify you of ISD's intent to amend ITSSMA Work Order N7E-0060 with Enterprise Computing Solutions, Inc. to increase the amount by \$175,760 for a maximum Work Order amount of \$475,759. The term of this Work Order will be extended from December 31, 2006 to December 31, 2007. In accordance with ITSSMA guidelines, Board notification is required for all projects that will exceed \$300,000.

BACKGROUND

ISD's Midrange Computing Division uses ITSSMA to augment its technical resources and to help County departments meet critical Information Technology needs. This Division is responsible for maintaining a wide variety of servers that host critical County applications. More than 90 of these servers are UNIX servers. The subject Work Order provides UNIX installation, configuration, maintenance and server support for our customers.

SCOPE OF WORK

Under the direction of an ISD Project Manager, the consultant working under this Work Order performs the following specific services:

- Reviews, installs, configures, tests, and implements new releases of Hewlett-Packard UNIX (HP-UX) operating system software.
- Plans, coordinates, tests, and migrates HP-UX systems reaching end-of-life.
- Configures and manages SAN disk resources (EMC) on HP-UX systems.
- Analyzes UNIX hardware and software problems.
- Provides solutions to UNIX hardware and software problems by obtaining and implementing vendor corrections or developing local fixes.
- Develops and maintains UNIX system utility programs and scripts to manage the system with an emphasis on automating routine tasks.
- Develops and documents operating and maintenance procedures for the UNIX environment.
- Provides technical consulting services to Division staff and customers.

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JUSTIFICATION

The skill sets provided by this consultant is critical to the ongoing UNIX services provided by the Midrange Computing Division. County staff is not available to provide these essential functions. These demands will be met by prioritized recruitment at the level of Senior Operating Systems Analyst. The ITSSMA Work Order will be terminated once the recruitment is completed.

FISCAL IMPACT

The consultant's hourly rate on the proposed extension of the Work Order will remain the same. The total amount of the extension is \$175,760. Funding is allocated in the ISD Services and Supplies Budget for fiscal years 2006-2007 and 2007-2008. Costs are recovered through chargeback for computer server administration services to County departments.

NOTIFICATION TIMELINE

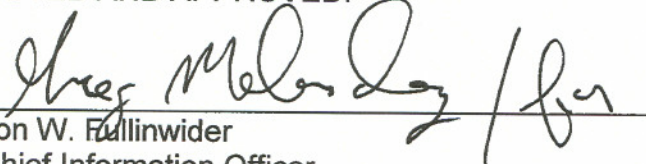
Consistent with ITSSMA policies and procedures, we are informing your Board of our intention to extend the term of this Work Order. In two weeks time, we will proceed with the extension.

If there are any questions or comments, your staff may contact me or Richard Sanchez, General Manager, Information Technology Services, at (562) 940 -2901.

DL:DC:jr

c: Chief Administrative Officer
County Counsel
Executive Office, Board of Supervisors

NOTED AND APPROVED:


Jon W. Fullinwider
Chief Information Officer